




Together, we can.

**MEMORANDUM**

**TO:** District Superintendents

**FROM:** A. Len Richardson, Director   
Office of Finance

**SUBJECT:** FY 2010 Grant Expenditure Reports

**DATE:** June 16, 2010

As a reminder, the due date for final claims on federal projects is August 16, 2010. This date applies to most federal projects. However, each federal grant has different requirements and some have different project end dates. If your grant award has an earlier date for these expenditure reports, that date is the deadline that must be met. If your grant award has a later date for a final expenditure report, we still need to receive an expenditure report for your expenditures as of June 30<sup>th</sup> submitted by August 16. This would not have to be a final report – the final report can be submitted on the appropriate date. An example would be your Title I project. Final expenditure reports are due by September 30<sup>th</sup>, but we still must receive an expenditure report for expenses incurred as of June 30<sup>th</sup> by the August 16<sup>th</sup> deadline. This enables us to run more complete payment-to-county and project master reports for your auditors and to prepare more accurate year-end closing packages.

If you have any questions or need additional information, please call Susan Flanagan at (803) 734-8488.

pc: SCASBO